

CONFIDENTIAL

16 Dec 1958

REPORT #1

MEMORANDUM FOR: Chief, Fiscal Division, OC

ATTENTION : Payroll Branch

THROUGH : Assistant Director for Research and Reports

SUBJECT : Recommendation for Payment of Overtime

1. As of 16 December 1957, the records of this office reflect an unused balance of compensatory time (accrued during the current leave year) for the employees listed below. It is recommended that payment for this time be effected at the overtime rate that prevailed when the overtime was worked.

NameCompensatory Time**None to report.*

2. The undersigned certifies that the compensatory time recorded above was utilized in the performance of the official functions of this office, and further that it was necessary and will further be necessary to deny the individuals concerned an opportunity to use this compensatory time before 11 January 1958, because of conditions related to their employment and beyond their control.

*The hours recorded are subject to confirmation by the official records maintained in the Payroll Branch, Fiscal Division, OC.

Signature and Title

CONCURRENCE:

OTTO E. GUTHE

Assistant Director

Research and Reports

Date